

EXECUTIVE SUMMARY
GUIDELINES FOR IMPLEMENTATION
OF THE
STATE OF WASHINGTON
HOMELAND SECURITY
ADVISORY SYSTEM

FOR
STATE GOVERNMENT AGENCIES AND OFFICES OF ELECTED
OFFICIALS



*Developed By The
Washington Military Department*



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EXECUTIVE SUMMARY

This guide is designed to assist state agencies in responding to changes in the threat alert level from the Homeland Security Threat Condition Advisory Systems. It provides a framework for amending their emergency management plans and acts as a checklist when changes in the advisory are issued.

These generic recommendations allow agencies to develop specific implementation procedures appropriate to the size and complexity of the agency. Each recommendation should be reviewed to determine if it is applicable and appropriate. It may be that an agency will find its circumstances require additional actions beyond those identified in this guide. The document developed by the agency should contain only as much detail as necessary to provide adequate levels of preparedness and security.

The first step in developing a plan should be to assess the risk to the agency. A sample risk assessment checklist is available at [<http://emd.wa.gov/site-general/wa-hsas/sra.pdf>] with the permission of WMD Consulting Group LLC, 808 Clearmount Rd, York, PA 17403, 717-332-0188. Agencies may find the checklist useful in conducting vulnerability assessments.

The specific recommendations for each color-coded Homeland Security Advisory Threat Condition Levels are available at [<http://emd.wa.gov/site-general/wa-hsas/spm.pdf>]. They are cumulative recommendations and should be used in combination to create your own agency plan.

Descriptions of the actions the State Emergency Operations Center will take at each alert level are available at [<http://emd.wa.gov/site-general/wa-hsas/sep.pdf>].

A sample list of individuals within the agency and key external service providers (such as the gas company), which you may want to use to create your own notification list, is available at [<http://emd.wa.gov/site-general/wa-hsas/swa.pdf>].

Definitions of the various terms and acronyms used throughout are available at [<http://emd.wa.gov/site-general/wa-hsas/sta.pdf>].


A list of tips for consideration if a terrorist attack is imminent or has occurred that you may wish to distribute to your employees is available at [<http://emd.wa.gov/site-general/wa-hsas/spg.pdf>].

A listing of Internet address links to helpful information is available at [<http://emd.wa.gov/site-general/wa-hsas/sil.pdf>].

Additional guides have been prepared for tribal, county and local government; businesses, critical infrastructure and key assets; and citizens, neighborhoods and families. These guides can be accessed at <http://emd.wa.gov/site-general/wa-hsas/wa-hsas-idx.htm>.

The Homeland Security Advisory System

The Department of Homeland Security has developed an advisory system using a color code to indicate the level of risk of a terrorist attack. The table below describes each alert level.

|  | Color Code | Description |
|--|----------------------|--|
| | RED (SEVERE) | SEVERE RISK of a terrorist attack (a terrorism attack has occurred or intelligence information indicates an imminent attack is probable). Recommended protective measures are at [http://emd.wa.gov/site-general/wa-hsas/spmr.pdf] |
| | ORANGE (HIGH) | HIGH RISK of a terrorist attack (potential for an attack is high or intelligence indicates terrorists are actively seeking targets). Recommended protective measures are at [http://emd.wa.gov/site-general/wa-hsas/spmo.pdf] |
| | YELLOW (ELEVATED) | SIGNIFICANT RISK of a terrorist attack (possibility of an attack or intelligence indicates terrorist activity). Recommended protective measures are at [http://emd.wa.gov/site-general/wa-hsas/spmy.pdf] |
| | BLUE (GUARDED) | GENERAL RISK of a terrorist attack (threats may not be credible or corroborated but warrant a heightened alert). Recommended protective measures are at [http://emd.wa.gov/site-general/wa-hsas/spmb.pdf] |
| | GREEN (LOW) | LOW RISK of a terrorist attack (no threats). Recommended protective measures are at [http://emd.wa.gov/site-general/wa-hsas/spmg.pdf] |

Following notification of a change in the Homeland Security Threat Condition from the federal government, the Federal Operations Center will broadcast Homeland Security Threat Condition notifications over the National Warning System ("NAWAS") or other communications systems to all fifty states.

Homeland Security Threat Condition advisory messages and other related strategic information within the state will be distributed in the following manner:

1. The Washington Military Department, Emergency Management Division (EMD) will alert:
 - a. All Primary Warning Points using the National Warning System ("NAWAS").
 - b. All ACCESS terminals via the statewide A Central Computerized Enforcement Service System ("ACCESS").
 - c. State agency liaisons that will in turn be responsible for notifying their district and/or satellite offices.
 - d. Within thirty minutes after initial dissemination by EMD, the EMD Public Information Officer will authorize the release to the media information appropriate for the identified Homeland Security Threat Condition.
2. Each county will disseminate the Homeland Security Threat Condition advisory to appropriate county officials, departments and agencies, special facilities, tribal governments and designated municipal warning entry points (one per municipality).
3. Each municipality will disseminate the Homeland Security Threat Condition advisory to its municipal officials, departments and to identified special facilities (schools, hospitals, industries, etc.).

This document is provided as guidance to assist state agencies in incorporating homeland security response and deployment plans into their emergency management plans. While the guidance contained in this document is not considered confidential in nature, the agency—should consult with its Assistant Attorney General concerning whether all or part of the document the agency develops should be considered exempt from public disclosure.

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